

Minnesota Olmstead Subcabinet – 12/15/14 Meeting Minutes

Meeting Details

Date: December 15, 2014

Start/End Time: 3:00 p.m. – 5:00 p.m.

Location: Department of Education, 1500 Highway 36 W., Room CC16 in Conference Center B, Roseville

Chair: Lieutenant Governor Yvonne Prettner Solon

Facilitator: Dr. Darlene Zangara, Executive Director, Olmstead Implementation Office

Subcabinet members (or alternates) in attendance:

Tim Henkel, Assistant Commissioner, Department of Transportation (DOT); Anne Barry, Deputy Commissioner, Department of Human Services; Jeremy Hanson Willis, Deputy Commissioner, Department of Employment and Economic Development (DEED); Steve Dibb, Deputy Commissioner, Department of Education (MDE); Mary Tingerthal, Commissioner, Minnesota Housing Finance Agency (MHFA); Manny Munson Regala, Assistant Commissioner, Department of Health; Roberta Opheim, Ombudsman for Mental Health and Developmental Disabilities (*ex officio*); Colleen Wieck, Executive Director, Governor's Council on Developmental Disabilities (*ex officio*)

Joined in Progress: Lucinda Jesson, Commissioner, Department of Human Services (DHS); Kevin Lindsey, Commissioner, Department of Human Rights

Welcome, introductions, and approval of agenda

Lt Governor Yvonne Prettner Solon called the meeting to order. Subcabinet members introduced themselves. Assistant Commissioner Henkel made a motion to approve the agenda. The motion was seconded and the vote to approve the agenda passed.

Review and approval of Subcabinet Meeting Minutes

The first order of business was approval of the minutes from the October 13th and November 3rd meetings. A motion was made by Assistant Commissioner Henkel and seconded by Deputy Commissioner Dibb to approve the minutes. No additions, corrections or discussion. Motion to approve both meeting minutes passed.

Chair's Remarks

Lt Governor Solon reminded everyone that the governor's budget will be released on January 27, 2015. Until that time, the budget information, including the agency requests and analysis related to the Olmstead budget, is considered non-public data. Although we don't know what will be in the budget at this time, it is expected that the priority will be given to proposals that align with the plan and measurable goals. In February, we will get a more detailed listing of the proposals and analysis of how they relate to the specific actions in the plan.

Director's Remarks

Dr. Darlene Zangara spoke briefly on the status of the Olmstead Implementation Office. They have a communications director that is a half-time employee to OIO. The plan is to hire two more positions to provide support, interpreter services, and planning and evaluation. Darlene stated that the critical areas they are responsible for include: plan implementation; interagency coordination; community engagement; quality of life; and quality assurance.

There is a need to develop taskforces to assist in a couple of areas. One is to assist in the further development of the Quality Improvement Plan. The other is regarding dispute resolution process. More information is needed from the agencies about their existing processes and how they work.

There were several community chats that took place in the past few months. The summaries of these sessions will be posted on the website shortly.

The Wait List report and the Crisis Triage report were submitted to the Subcabinet in October. The original plan was that they would be updated and brought back to this group at today's meeting. They are not ready yet so will be moved to the February meeting.

December Bimonthly Report

Dr. Zangara walked through the bimonthly report pointing out the different sections. The first section includes graphs that show impact on individual lives through movement to a more integrated setting or movement from the wait list.

The next section of the report covers the status of items due in September and October. The table shows that there were 24 items due during that time period. 15 of those items were completed on time, 6 were late but complete and 3 were late and in process.

During review of this section there was a request to include in the list any items from previous reports that are still incomplete as a way to keep track of all outstanding items. It was agreed that that can be done for subsequent reports. Another suggestion was the need to identify the reports in the exhibits that still need to be approved by the Subcabinet.

Deputy Commissioner Hanson Willis made a motion that the report be approved on the condition that the reports still needing approval will be identified for the February subcabinet meeting. Deputy Commissioner Dibbs seconded the motion. Discussion included agreement that it needs to be clear which reports are being approved and which ones have not. The vote on the motion passed.

Quality of Life Survey Pilot

Liz Freeman from the Improve Group was asked to speak about the quality of life survey pilot. The pilot has been completed and the report is being finalized. It will be done by the December 31, 2014 due date.

Since June, work has been done to pilot the quality of life tool that was previously selected. The purpose of the pilot was to see how well the tool worked across multiple settings, multiple disability groups in multiple locations across the state. 105 surveys were conducted. The Improve group recruited and hired people with disabilities to administer the survey interviews. These individuals were trained on how to use the tool and how to conduct the interview and provided practice sessions.

Overall, there were a few questions that needed a few tweaks, but the tool worked well across different populations, across the different settings identified. We have since followed up with a developer of the survey, of the tweaks that we feel are needed for the survey, and he assured that what we have seen would not impact the reliability or the validity of the study.

We make recommendations that there is a structure in place for data sharing across agencies or with the Olmstead Implementation Office. Also that there is a three to six-month design period for the study followed by a time line of at least three to four months to gather all of the information. Based on our experiences, you need to invite about four times as many people as will actually take the survey in order to get the sample size that you need.

Some follow up questions included size of group needed for the actual survey, time needed to complete each survey, training the staff to conduct the surveys. The full report will have all of that information and will be submitted to the subcabinet for the February meeting.

Home and Community Based settings Transition Plan

In order to continue to utilize home and community based services, CMS requires states to submit a transition plan for approval. The transition plan will take place over a five year period. Alex Bartolic from DHS presented an overview of current activities in the transition plan. The Department will keep the subcabinet updated on the progression of the plan.

Olmstead Subcabinet Structure

The Lt. Governor introduced the next item on the agenda regarding the structure of the Subcabinet going forward. This was a follow up to previous discussions about looking at a model. Ryan Church, Assistant Commissioner from the Department of Administration led a discussion with the Subcabinet on key design elements of the structure going forward.

Some of the basic concepts that need to be considered when designing the framework for the Olmstead structure include: the focus of the governing entity; definitions; the governing body, membership; and staff. Questions and discussion followed on the possible framework. Further discussion on this item will take place at the February meeting.

Lt Governor Farewell

Because this is the last Olmstead subcabinet meeting for Lt. Governor Yvonne Pretner Solon, she provided some final remarks and expressed her appreciation for all the work done by subcabinet members and agency staff. She expressed her pride in being part of this group and for the work the state of Minnesota is doing. On behalf of the subcabinet, Commissioner Jesson presented Lt Governor a framed letter and artwork from Lois Curtis, the named plaintiff in the Olmstead decision.

Next Meeting/ Meeting Adjournment

The next meeting is February 9, 2015.

The meeting was adjourned at 5:00 pm.